

Table Wizard Example 2 – Responses to Table Wizard Questions

Add-Ins >Insert >Table Wizard

Please select your report format	Radio Button	Table				
Which grouping field do you want to report on?	Data Set	query/row				
Which fields do you want to show in your report?		Descr50				
		Proprietorship				
How would you like to group your report?						
Which field would you like to use to sort the data?	Sort By	Descr50	Ascending			
How do you want to label the fields?	Field/Label	Descr50				
		Proprietorship				

Example 2 – Template

Descr50	Proprietorship
F DESCR50	PROPRIETORSHIP E

Example 2 – Report

Descr50	Proprietorship
American University Cairo	OTHR
Amer Conserv Theater	OTHR
Amer University Les Cayes	OTHR
Anchorage Community College	PUBL
Ancilla College	PUBL
Anderson College	PUBL
Anderson University	OTHR
Andover College	OTHR
Andrew College	PUBL